Conservation & Preservation Considerations~

FIRST REVIEW ~THEN PLAN ~

If stable, concentrate on things like~

- > Basic cleaning & dusting
- > Documenting long term issues
- > Physical storage~ boxes ~ folders ~ shelf location, etc.
- ► Use acid free if you can afford it ~ regular supplies if you can't

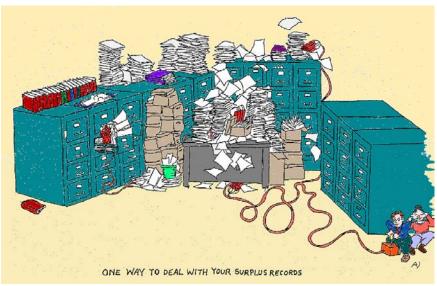
Serious Problems ~

Contact a professional conservator~

- ➤ Silver nitrate negatives ~ IMMEDIATELY
- > Mildew ~ Vermin
- ➤ Water Damage
- > Fading Content; Frozen
- Fire Damage

Some Headaches ~ Common Practices That Aren't Recommended~

- > Accepting just anything that is offered
 - You can lose control of your collection in this way
- > Accepting permanent loans rather than donations
 This is sometimes unavoidable; but can cause sudden or eventual loss of something that you thought was an important part of your collection
- \succ No formal accession process without signed deeds of gift that spell out conditions & restrictions This will cause loss of collection control through confusion & could cause legal headaches
- > Digitizing EVERYTHING & disposing of all hard copies (you need backup).
 This sounds like a good idea, but cuts you off from your foundational resources & backup. Choose carefully.
- > Storing noncurrent records without clear historical value ~ know the difference between archives & records centers



(Artist wishes to remain (anonymous.)